

## Calvert County Environmental Commission Meeting Minutes – August 31, 2020

**Members Present:** Patty Long-Bradley, Andy Rogers, Jim Levin, Carys Mitchelmore, Mike O'Donnell, Autumn Phillips-Lewis, Ron Klauda.

**Members Absent:** Jane Dodds

**Staff:** Will Hager, Jenny Plummer-Welker, Ruth Davis-Rogers

**Guests/Liaisons:** Jeff Shaw, David Hardy (applicant), Amanda Knobloch (applicant)

- I. **Call to Order:** The meeting was called to order at 6:00 pm. The group met virtually using Zoom.
- II. **Guest Speaker:** Jeff Shaw, Vice-President of Distributed Energy Resources and Sustainability with SMECO, discussed the ongoing work of SMECO and addressed questions the Environmental Commission raised about the company's sustainability efforts.
- III. **Guest Speaker:** Jenny Plummer-Welker and Ruth Davis-Rogers of Planning & Zoning updated the Commission about the Prince Frederick Town Center Master Plan and the 2020 Census.
- IV. **Approval of Agenda:** Commissioner Jim Levin motioned to approve the agenda. Commissioner Mitchelmore seconded and the motion passed unanimously.
- V. **Approval of Minutes:** Commissioner Levin motioned to approve the July 27<sup>th</sup> meeting minutes. Commissioner Long-Bradley seconded and the motion passed unanimously.
- VI. **Old Business:**
  - a. Review of Action Items from 7/27/2020 Meeting — The display board has been delivered to Planning & Zoning. CMR will post to Facebook monthly about the Pump for the Bay contest. Commissioner Klauda has updated the Wastewater FAQs. Commissioner Klauda has drafted FAQs on electric vehicles stations and will send it to the FAQ subcommittee for review. Commissioner Levin has drafted FAQs on low-impact development and has sent it to the FAQ subcommittee for review. No progress has been made on creating posters for outreach events. No progress has been made on soliciting prizes for the Pump for the Bay contest. The guidelines for protecting streams during urban development has been sent to Planning & Zoning for review. The Injured Wildlife FAQs have been posted to the website. No progress has been made on creating a Calvert radon fact sheet.
  - b. Membership — Two applicants to the Environmental Commission, David Hardy and Amanda Knobloch, attended the August 31 meeting.

### VII. Sub-Committee Reports:

- a. FAQs — Commissioner Levin motioned to approve the Recycling FAQs and forward them to Planning & Zoning for approval. Commissioner Long-Bradley seconded and the motion passed unanimously. Commissioner Klauda urged the commission to brainstorm further FAQ topics.
- b. Public Education/Outreach — The Public Education/Outreach subcommittee will create posters for outreach events, solicit prizes for the Pump for the Bay contest, and research ways to advertise their website.
- c. Public Guest Speaker Program — Commissioner Rogers motioned to add Commissioner Levin to the Guest Speaker Subcommittee. Commissioner Mitchelmore seconded and the motion passed unanimously. Julie Paluda, deputy director of Public Works, will speak to the Commission at the February 22, 2020 about the structure and operation of the Department of Public Works.
- d. Sustainability —
  - 1. Radon Awareness — Commissioner Klauda proposed using the Commission's budget to purchase radon test kits and give them away free to county residents. If a resident performs radon mitigation measures in their home, they may be entered into a drawing to win cash or other prizes. Commissioner Levin motioned to approve this pilot program proposal. Commissioner Mitchelmore seconded and the motion passed unanimously.
  - 2. Greenhouse Gas Emissions Inventory — Commissioner Levin has prepared a request to Planning & Zoning Director Mary Beth Cook for permission to conduct a greenhouse gas inventory for Calvert County. He has also prepared a request for Director Cook and her colleagues to join ICLEI Local Governments for Sustainability, a group that helps local governments calculate their carbon footprint and greenhouse gas emissions. Membership would give the county access to trainings, networking opportunities, and resources with which to inventory their greenhouse gas emissions.
  - 3. The Sustainability Subcommittee has compiled a list of sustainability issues and tasks the County and the Commission might pursue.

#### **VIII. New Business:**

- a. Text Amendment Nos. 20-01 and 20-03 — The Commission voted to oppose Text Amendment No. 20-01's proposal to decrease density in the New Town District of the Prince Frederick Town Center by a vote of 5 to 2, as decreasing allowable density in TCs would encourage sprawl into rural areas. Text Amendment No. 20-03 proposes to permit group living homes and assisted living facilities in the Employment Center districts. The majority of the Commission voted to submit an official notice of no comment. Commissioner Klauda will draft the Commission's responses in both matters.
- b. Applications for Appointment to the Environmental Commission — Two applicants attended the meeting, David "Dave" Hardy and Amanda Knobloch.

- c. General Announcements — Commissioner Klauda reported that the University of Maryland Extension is seeking a representative from the Environmental Commission to join a steering committee to launch and guide a Calvert County Water Stewards Academy. Commissioner Rogers expressed an interest in joining. Commissioner Klauda agreed to ask about the possibility of high school students joining this academy.
- d. Upcoming Events — The next Environmental Commission meeting is scheduled for September 28, 2020.

**IX. Public Comment:**

- a. No public comment was given.

**X. Executive Session, 8:35 pm:**

*Closed to the public pursuant to General Provisions Article Section 3-305 of the Annotated Code of Maryland.*

Personnel Matter under §3-305(b).1. The Environmental Commission will discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals.

See attached memo for more information.

**XI. Adjournment:**

- a. Commissioner Long-Bradley motioned to adjourn the meeting. Commissioner Mitchelmore seconded and the motion passed unanimously. The meeting adjourned at 8:48 pm.

## **Calvert County Environmental Commission Executive Session Meeting Minutes – August 31, 2020**

**Members Present:** Patty Long-Bradley, Andy Rogers, Jim Levin, Carys Mitchelmore, Mike O'Donnell, Autumn Phillips-Lewis, Ron Klauda.

**Members Absent:** Jane Dodds

**Staff:** Will Hager

**I. Call to Order:** The closed session was called to order at 8:35 pm. The group met virtually using Zoom.

**II. Personnel Matter** under §3-305(b).1: *Closed to the public pursuant to General Provisions Article Section 3-305 of the Annotated Code of Maryland.*

Personnel Matter under §3-305(b).1: The Environmental Commission will discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals.

Commissioner Levin motioned to recommend David Hardy for appointment to the EC. Commissioner Mitchelmore seconded and the motion passed unanimously.

Commissioner Long-Bradley motioned to recommend Amanda Knobloch for appointment to the EC. Commissioner Mitchelmore seconded and the motion passed unanimously.

**III. Adjournment:**

- a. Commissioner Long-Bradley motioned to adjourn the meeting. Commissioner Mitchelmore seconded and the motion passed unanimously. The meeting adjourned at 8:48 pm.

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")**

A. Recorded vote to close the meeting: Date: 8/31/2020, Time: 8:35 pm, Location: virtual zoom meeting  
Prince Frederick, MD; Motion to close meeting made by: Ron Klauda; Seconded  
 by: Jim Levin; Members in favor: 7; Opposed: 0  
 ; Abstaining: 0; Absent: 1.


B. Statutory authority to close session *General Provisions Art. § 3-305(b)*:

- (1) ☒ To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals;
- (2) ☐ To protect the privacy or reputation of individuals concerning a matter not related to public business;
- (3) ☐ To consider the acquisition of real property for a public purpose and matters directly related thereto;
- (4) ☐ To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) ☐ To consider the investment of public funds;
- (6) ☐ To consider the marketing of public securities;
- (7) ☐ To consult with counsel to obtain legal advice;
- (8) ☐ To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) ☐ To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- (10) ☐ To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
- (11) ☐ To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) ☐ To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) ☐ To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) ☐ Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process; and
- (15) ☐ To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information, or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices.

C. For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.

Citation	Topic	Reason for closed-session discussion of topic
§3-305(b) (1)	Recommendation of applications for appointment	PURVANT to 3-305(b)1; discussion and vote on recommendations for appointment to the EC
§3-305(b) ( )		
§3-305(b) ( )		

D. This statement is made by: Ron Klauda

  
 Presiding Officer





DEPARTMENT OF PLANNING & ZONING  
INTEROFFICE MEMORANDUM

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**TO:** File  
**FROM:** Will Hager, Planner III *WH*  
**DATE:** September 22, 2020  
**SUBJECT:** August 31, 2020 Executive Session

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The following is provided to supplement the forgoing Closed Session Statement for further transparency in local government:

- 1) Time of closed session: 8:35 p.m.
- 2) Place: Virtual Zoom meeting
- 3) Members who voted to meet in closed session: All seven (7) members in attendance: Patty Long-Bradley, Andy Rogers, Jim Levin, Carys Mitchelmore, Mike O'Donnell, Autumn Phillips-Lewis, Ron Klauda.
- 4) Authority: §3-305(b)(1):
  - a) Purpose: To discuss the appointment, employment, assignment, compensation, removal, or performance evaluation of appointees over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.
  - b) Persons attending closed session: All seven (7) members stated above, the Staff Liaison to the Environmental Commission.
  - c) Topics actually discussed: Discussion of and voting on recommendations for appointment to the Environmental Commission.
  - d) Action Taken: To recommend David Hardy for appointment to the EC upon motion by Commissioner Levin, seconded by Commissioner Mitchelmore and passed unanimously. To recommend Amanda Knobloch for appointment to the EC upon motion by Commissioner Long-Bradley, seconded by Commissioner Mitchelmore and passed unanimously.
- 5) Recessed from Executive Session at: 8:48 p.m.